

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

| | | |
|--------------------------|--|--------------------|
| Today's Date: | Sept 25,2012 | |
| Station: | KMBC | Drop Down |
| Sales Region: | NATIONAL | Drop Down |
| Agency: | The Campaign Group | |
| Advertiser: | Nixon/D/Governor | |
| Invoice # | 950030-1 | Net Invoice Amount |
| Invoice Date | | Amount Paid |
| | Adjustment to Gross Billing | \$ 20.00 |
| | Adjustment to Net Billing | \$ 17.00 |
| AE Name: | Meredith Thompson | |
| SM Name: | Tony Kim | |
| Reason for DEBIT/CREDIT: | POLITICAL RATE ADJUSTMENT | Drop Down |
| | (Field Required - must use drop down list) | |

EXPLANATION (Please explain in detail):

LUR for the w/o 9/17

Rachel Ray M-F 9a-10a = 2x @ \$100 Lur L3 \$90 total rebate \$20

Revised invoice required? _____

REQUIRED APPROVALS:

| | | |
|-----------------|-----------------------|--|
| Local AE | Local Sales Region | (Web & Mobile when applicable) |
| LSM | Local Sales Region | (Web & Mobile when applicable) |
| NSM | National Sales Region | (Web & Mobile when applicable) |
| DSM | Digital Sales Region | Web & Mobile optional/station's discretion |
| GSM | All debits/credits | except Retrans & Non Sales region |
| Regl Controller | All debits/credits | |

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: _____ by _____

Updated 03/15/12